



DEPARTMENT OF THE ARMY
Headquarters, Engineer Brigade, 1st Armored Division
Unit 24141
APO AE 09169



COMMAND POLICY

POLICY NUMBER: 6-7	Proponent: AETV-THQ-	Date: 1 November 2005
SUBJECT: Command Policy Memorandum, Retention Incentive Award Program		
REFERENCE: Memorandum, HQ MDW, ANEE-Z, dated 30 October 96, subject: Consideration of Others Program.		
PURPOSE: To thoroughly explain Retention process to unit personnel		
<ol style="list-style-type: none">1. Retention is a command responsibility. Success in our retention efforts is essential in achieving and maintaining a truly professional and sound organization. Accomplishment in maintaining quality Soldiers is dependent on all leaders being actively involved in the retention effort. Responsibility and involvement begins with the first line leader through Unit Commanders, First Sergeants, and Command Sergeants Majors.2. Each Commander will establish and sustain an active Retention Program that emphasizes chain of command involvement from first line leader on up. The program starts the first day the soldier is assigned to the unit and continues through his/her tour. Using tools of the program, unit leaders will provide the soldier feedback, recognition, and training during his or her assignment within the Engineer Brigade.3. Soldiers will receive as a minimum, a three-day pass when they either reenlist, extend under the provisions of the Bonus Extension and Retraining (BEAR) Program, enlist/transfer into a Troop Program Unit (TPU) of the Army National Guard/Reserve Component, or are accepted for entry in the U.S. Army Reserve Officer Training Corps (ROTC) Green-to-Gold or U.S. Military Academy Preparatory School (USMAPS) Program. Soldiers will submit passes, verified by the unit or Battalion Reenlistment NCO, through normal chain of command channels.4. I will award a Certificate of Achievement on a quarterly basis to the Battalion and/or separate Company Reenlistment NCO whose unit meets or exceeds 100 percent of all retention objectives by category, Initial Term, Mid-Career, Careerist, Reserve Component and special missions (when applicable).5. Each Commander will establish a Retention Incentive Award Program which complements this policy and adds incentives for each soldier who reenlists, enters the BEAR Program, enlists or transfers into a TPU of the Reserve Components, or is accepted for entry into the U.S. Army ROTC Green-to-Gold or USMAPS Programs.6. This policy is effective immediately and supersedes all previous Brigade Retention Incentive Award Program Policy Letters.		



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7. Questions concerning retention should be directed to the Senior Career Counselor, SFC Gibson, email is: Michael.I.gibson@us.army.mil, DSN: 343-9440.

IRON SAPPERS!

//ORIGINAL SIGNED//
JAMES D. SHUMWAY
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Commanding

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